

One Voice

Published for employees of Commander, Navy Region Southeast, Regional Engineer and N-46; PWC Jacksonville including Mayport, Charleston, and Panama City Sites; PWC Pensacola; Engineering Field Activity Southeast including ROICC Jacksonville, Mayport, Kings Bay, and the Orlando Satellite Office

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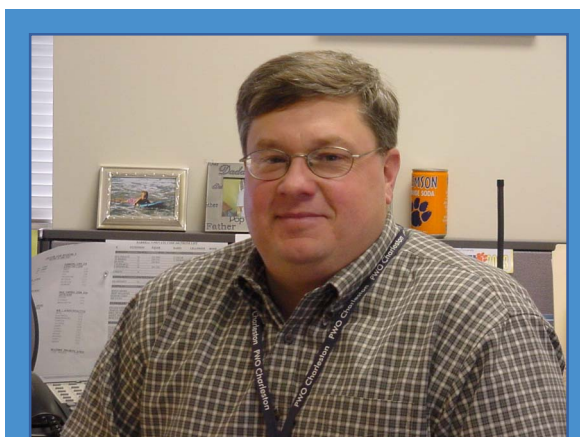
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Denaux graduates from Leadership Development Initiative

Congratulations to Darrell Denaux, supervisory general engineer, PWC JAX - Charleston Site, who recently graduated from NAVFAC's premiere Leadership Development Initiative (LDI). LDI is a self-paced program that requires participants to go through a 360-degree assessment that helps the participant learn their managerial strengths and weaknesses. This process helps individuals in determining what courses to take that will help them to develop into effective managers.

Participants work with different government agencies and private organizations to learn how they effectively manage and produce; bringing back valuable ideas that can help not only in their management techniques, but the entire organization. "The biggest thing that was stressed was the need for communication, in whatever form. Communication is the most important and sometime the hardest thing to achieve and I am more aware of my actions in relation to communication," says Denaux.

The program has proven to be a great benefit for the Navy by developing future leaders in NAVFAC. Congratulations Darrell for a job well done!



Darrell Denaux, supervisory general engineer, PWC JAX - Charleston Site, is the most recent FTSE member to graduate from the LDI program.

From the Executive Officer, PWC JAX

Dear Team FTSE,



**PWC JAX
Executive Officer
Cmdr. Van Dobson**

The holidays are often a time when we reflect on our past and think about our future. When I look back on the short six months that I have been serving with you, I have seen some amazing feats accomplished. You continue to grow as a team and truly take care of our customers and each other. Looking forward, we have much to accomplish in the near future. We will be rolling out the 2004 Strategic Business Plan and will have several action items on which to focus. In addition, we will continue building relationships with our team members in Panama City and Pensacola, put the RBOS 2 contract into operation, try out several new electric vehicles, continue implementing NMCI, and execute the many, many outstanding projects and programs that you make happen every day. I am sure we can have some fun along the way, too. So, I would like to welcome you back from a well-deserved break and challenge you to meet the opportunities of the new year head on. Together, we can make a real difference in the lives of our Navy forces and their families and continue to *Enable Warfighter Readiness*.

Cmdr. Van Dobson
PWC JAX Executive Officer

One Voice

Facilities Team Southeast
NAS Jacksonville, Fla. 32212

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Important Numbers

CO's Fraud, Waste/Abuse Hot Line: (904) 542-5335
DoD Hot Line: (800) 424-9098
Navy Hot Line: (800) 522-3451
NAVFAC Hot Line: COM (202) 685-1833, DSN 325-1833
Navy Sexual Harassment Advice Line: (800) 253-0931
Employee Assistance Program:
PWC JAX/Mayport/Charleston - (904) 296-9436 or (800) 327-9757,
PWC JAX - Panama City Site - (866) 443-3277,
EFA SE/ROICC - (800) 677-5327, and
PWC Pensacola - (866) 433-3277

EBA sends employee on cruise

The FTSE Jacksonville area Employee Benefit Association (EBA) holds several fundraisers throughout the year. Recently, a raffle was held to raise money for upcoming EBA sponsored events. And the winner was...

Wayne Purifoy, engineering tech, who works at PWC JAX – Mayport Site won the EBA Casino Cruise Raffle. Purifoy will be heading out to sea for an adventure onboard one of the local Casino Cruise lines out of Mayport, Fla.

Thanks to everyone who participated. Everyone wins when the EBA raises money!

Hartin presented VISION award

On Dec. 19, 2003, Naval Air Depot (NAVAIR) Jacksonville Executive Officer Capt. John Scanlan visited FTSE to present a Valuable Ideas Save Investments of NADEP (VISION) award to Thomas Hartin, mechanical engineering tech, PWC JAX – Jacksonville Site and NAVAIR Depot Jacksonville employee Shawn Kennedy. Before joining the FTSE team, Hartin worked at NAVAIR Depot Jacksonville as a pipe fitter. It was during this time he and Kennedy submitted a suggestion that was implemented by the Depot.

Hartin and Kennedy recommended that all condensate lines located in the Electroplating Shop be re-piped to the Condensate Return System. This new engineering design prevents the condensate from being sent to the Industrial Wastewater Treatment Plant which requires the water to be pretreated at a cost of 81.2 cents per gallon. This idea is expected to save the Depot nearly \$27,000 per year.

Scanlan commended the award recipients on their insight in looking for ways to make continuous improvements. “You both (Hartin and Kennedy) were developing cost avoidance processes long before the Depot instituted LEAN Manufacturing. You are commended for your innovative idea and contribution to the VISION Program,” said Scanlan. Congratulations for a job well done!



Naval Air Depot Jacksonville Executive Officer Capt. John Scanlan (right) presents Thomas Hartin, mechanical engineering tech, PWC JAX - Jacksonville Site, with a VISION award.

myPay now open for tax information

From DFAS

The Defense Finance and Accounting Service (DFAS) recently released the schedule of dates when U.S. military service members, military retirees and annuitants and defense civilian employees can access their tax statements through myPay.

myPay provides an easy, secure method for managing pay account information for users to manage their pay account information. Available around the clock, customers can conveniently make changes online, avoiding the hassles of an office visit.

Military members and Department of Defense civilian employees will once again have access to view, save and print their tax statements from myPay at <https://mypay.dfas.mil>.

“During 2003, more than 1.2 million users viewed their tax statements on myPay, and we continue to encourage users to view and print their statements online,” said Pat Shine, director of DFAS’ Military and Civilian Pay Services business line.

“Timely access to W-2s and other tax statements is another way myPay gives users control of their pay information,” she added.

For more information about myPay, visit DFAS at <https://mypay.dfas.mil> or call customer support at 1-800-390-2348.

Holiday greeting from the Secretary of the Navy

Released by The Honorable Gordon R. England, Secretary of the Navy

During this joyful season, all members of the Navy/Marine Corps team are a beacon of hope and freedom for people around the world. Your service is the gift of liberty that is now being shared in parts of the world that have never seen such a promising future.

Each of us is blessed to live in a land where people of all faiths, ethnic backgrounds and cultures can celebrate holidays of their choosing whenever they may occur throughout the year. With this blessing, however, comes a responsibility. Our Commander-in-Chief clearly understands that our nation plays a unique role in the world. With great clarity of vision and unwavering resolve, President Bush has expressed our responsibility this way, "the advance of freedom is the calling of our time; it is the calling of our country...we believe that liberty is the design of nature; we believe that liberty is the direction of history. We believe that human fulfillment and excellence come in the responsible exercise of liberty. And we believe that freedom - the freedom we prize - is not for us alone, it is the right and the capacity of all mankind."

To preserve and to give the gift of liberty is why brave men and women wear the cloth of our nation. The greatest gift is not given in a box and wrapped with a bow. Rather, it is service to others. Our citizens, our national leaders and people across the globe cherish this gift from you.

Hopefully, many of you will be home with family and friends for the holidays. Enjoy your time together and be safe. If you can't be home, please know that you are foremost in our thoughts and prayers, and we are thankful for your service in distant places.

Merry Christmas and Happy Holidays! Our heartfelt thanks to each of you for your magnificent gift of liberty and hope. May God bless you, your families, and loved ones during this special season and in the year to come, and may God continue to bless America.



The Honorable
Gordon R. England,
Secretary of the Navy

Celebrate and remember his dream..

"I have a dream... I have a dream that one day little black boys and black girls will be able to join hands with little white boys and white girls as sisters and brothers. I have a dream today."

- Martin Luther King, Jr.

Jan. 19, 2004, federal offices, schools and banks will be closed across America to celebrate the birth, life and dream of Dr. Martin Luther King, Jr. It is a time for the nation to remember the injustices that King fought against, his fight for the freedom, equality, and dignity of all races and peoples. This is a time to remember the message of change through nonviolence.

This year's theme is, Remember! Celebrate! Act! A Day On, Not A Day Off!

Major changes in store for the civil service

By JO2 Mike England, staff writer, JAX Air News

This article recently appeared in the JAX Air News and applies to all FTSE civilian (GS) employees. Please take note of changes that will be taking place.

NAS Jacksonville's General Schedule (GS) civilian workforce will see a major overhaul to the civil service system beginning in fiscal year (FY) 2004. The National Security Personnel System (NSPS) established in the FY-2004 Defense Authorization bill will provide the Department of Defense (DoD) with agility in hiring and promoting a more responsive workforce. DoD will also have the authority to tie pay to performance (rather than longevity) and to establish a new system for appraising performance, according to the U.S. House of Representatives website at www.house.gov.

"The changes to the civil service made in this bill will simplify the personnel process and make hiring new employees much easier," said NAS Jacksonville Business Manager, Tim Shepard.

The NSPS also provides personnel managers with the flexibility to classify positions, administer pay and allowances, and flexibility in determining a dispute resolution process for negotiating with employee representatives.

"The passage of this bill allows the DoD to shed the shackles of its 50-year-old civil service structure," said Virginia Congressman Tom Davis, the House Government Reform Chairman on his website.

Secretary of Defense Donald Rumsfeld, a key player in the civil service's restructuring, thinks the changes will improve the DoD's readiness. "The purpose of this overhaul is to create a flexible, agile, and effective civilian human resource system that will improve readiness by tying performance to mission,

reward excellent performance, and increase organizational effectiveness," said Rumsfeld during his June 3 speech at the National Press Club.

According to a Department of the Navy NSPS briefing, some of the challenges DoD officials will face in the implementation of the new system include the elimination of guaranteed pay raises, specific and defensible performance evaluations, communicating and documenting performance goals, and providing professional feedback to employees on performance.

"This is a major shift in the mind set of the civil service from entitlement to performance," said Shepard.

Many of the provisions in the new personnel system were designed to give the DoD flexibility in adjusting to its ever-changing labor needs. The DoD can now hire up to 2,500 experts DoD-wide for up to five years, rehire annuitants with no offset to retired pay, and hire people on the spot. Employees can also be reassigned within pay bands without competition and be ranked based on their performance appraisal.

The DoD will also make drastic changes to the civil service pay system. Gone are the days of pay raises based on longevity and annual cost-of-living increases. Under the new system, employees will receive raises based solely on their supervisor's appraisal. However, the DoD will maintain the same level of funding for pay pools for FY-2004-2008 as would otherwise have been allocated had the new system not been established. The new system, which is based on existing statutory merit system principles, will give employees

the option of receiving their pay raises through an increase in basic pay, a one-time cash payment, or both.

NSPS personnel will also see a change in the pay band system. The current 15 grade, 10 step system will be replaced by a system that divides workers into three career groups and four levels. Professional and administrative management personnel will be in career group one, engineering, scientific, and medical support staff will be assigned to career group two, and business and administrative support personnel will represent career group three.

The DoD will form a committee to implement these sweeping changes once the president signs the Defense Authorization bill.

"This legislation is almost as important for what it does not change as for what it does change. Although there will be significant differences in how GS pay is determined and how reductions-in-force are processed, it will not impact the civil service foundation of Merit Systems Principles and Prohibited Practices. Additional items that are not changed by the legislation include employee benefits (life insurance, health insurance, thrift savings plan, retirement, unemployment compensation, workers compensation), employee development, incentive awards, hours of work and leave, equal employment opportunity, and discipline," said Navy Region Southeast Human Resources Program Manager, Kay Marti.

The president signed the FY-2004 Defense Authorization bill on Nov. 24, 2003.

ROICC projects update

With the new year approaching and the holidays past, one normally feels there is time for a breather - a moment of calmness. The fiscal year close-out is complete and the first quarter of the new year has come to an end. Traditionally, the Holiday season brings a slowdown in work, but that is not apparent at the ROICC offices as the busy pace continues.

Jacksonville

- Renovations on the main floor of the ROICC JAX office to accommodate the Navy Relief coming on board.
- Gate Improvement - Construction traffic flow changes to be put in place (see article on page 12).
- Base Wide Fire Alarm System – provide state-of-the-art radio transmission system, replacing the existing outdated system.
- Golf Cart Path.
- Demo 6 Series – Old Barracks. Removal of 1950s era buildings and provide additional parking for Naval Air Depot Jacksonville employees. To date, abatement is complete while interior demolition is on-going.

Mayport

- Junior Enlisted Member housing units - 31 inspected, but still awaiting permit close-out documents from contractor. (See picture to the right.)
- Mobilization and start of urgent contract to clean and rebuild Small Arms Range berm.
- Mobilization and start of Marine Corps Reserve Center Tampa repairs.
- ROICC Mayport is evaluating the old Recruit Training Center remaining property and is working on the last few parcels of land that are currently under contract for cleanup. Working on final task orders for water cleanup and demolition of a small building. When the work is complete the land will be turned over to the City of Orlando.
- Funding approved for award of Replacement of Loading Arms at Navy Fuel Depot, Jacksonville, Fla.



Design and construction of 100 housing units for junior enlisted families to include site development for this 20 acre site.



Col. Donald Anderson (left), Capt. John Cohoon and Sheila Higgenbotham are present for the Marine Barracks Wall Breaking Ceremony.

Kings Bay

- Marine Barracks Renovation - complete interior conversion to 2+2 configuration. (See picture to the left.)
- NMCI conversion just about complete. ROICC has oversight in server farm location construction as well as coordinating wiring within buildings throughout the base.
- Gate Security Project - upgrades following Anti-terrorism Force Protection guidelines are being made.
- Temporary Visitor Quarters 1062 are undergoing complete interior upgrade.

Resumix Tips - changes abound in the Southeast

By George Nelson, management analyst, PWC JAX - Charleston Site

RESUMIX and the Navy's On-Line Resume builder have recently taken on a new image. Although there was a reference to it on the Employees section of the PWC JAX Intranet page (https://intranet.pwcjax.navy.mil/intranet/employee/IR_Suite.pps), there have been further updates made to the new program. In order to get to the web location, you need to follow the same procedures as you did to open the old On-Line Resume builder. Once you get onto the site, you will use your same password and social security number to gain access to an existing resume or you will need to establish your resume.

If you have not ventured onto the site, you are strongly encouraged to do so to familiarize yourself with the new changes. For those of you had an application in the old system, you will need to review your existing application thoroughly to ensure that data has not fallen out during the transition to the new program.

Advantages to the new system include the ability to track actions on your resume, verify self-nominated occupations you have selected, request notifications for all Delegated Examining Unit (DEU) announcements not subject to the Open and Continuous Announcements, and update parts of your resume without having to go through the entire resume.

If you have any questions you would like addressed or have found new easier ways to navigate the site, send them to george.d.nelson@navy.mil and they will be shared with everyone via the FTSE Newsletter.



Cruisin' News from your Travelin' Crew

By Dawn Reed and Aggie Ricks, travel coordinators, PWC JAX

We hope everyone had a wonderful Holiday Season. Let's get the new year off to a wonderful start with just a few reminders and guidelines to follow. Remember, all travel related questions and/or concerns should be directed to the Travel Mailbox (travel@pwcjax.navy.mil).

In an effort to decrease the time it is taking to review and process claims it is imperative that travelers make a thorough review of their claim forms. According to DoD Financial Management Regulation, Volume 9, Chapter 8, travelers are responsible for ensuring the travel claim (Travel Voucher or Subvoucher, DD 1351-2) is completed accurately. Directions for completing the travel claim are provided on the Travel Information Sheet which is included in your travel order packet. Authorizing Officials are responsible to review travel claims for completeness before signing.

There has recently been an increase in errors with travel claims that have been turned in for processing. Common errors found include: not listing the correct amount for Split Pay in box 13.; not checking the appropriate box for the DURATION OF TDY/TAD TVL, block 14; not checking the OWN/OPERATE box in block 16., POV Travel, to be reimbursed for mileage; not listing ATM fees charged to a GTCC in block 17.; no Approving Officer signature in block 24.a.; and not having receipts secured to 8½ x 11 inch paper. Incomplete claims will be returned to the traveler for correction.

Contact your travel coordinator for any questions you have when completing your travel claim.

FTSE teammates enjoy Holiday activities

FTSE EBA sponsors luncheon in Jacksonville

Jacksonville area employees enjoyed a luncheon at the NAS JAX O'Club on Dec. 4, 2003. Some employees participated in a gift exchange, while Santa reviewed his list. There was also music and dancing after lunch.



Santa and his helper arrive at the Holiday luncheon.



Santa and his helper review Santa's list to see who's been naughty and nice.



Employees participated in a gift exchange, seems like he's happy with his gift!



Capt. Khan (right) and his wife lead the employees through the buffet line at the O'Club.



Employees enjoy a meal of roast pork loin, roasted potatoes, green beans, salad and dessert.

Volunteers ring the Salvation Army bell during the holidays

Several FTSE teammates from the Jacksonville area contributed their time at the Orange Park Mall to ring the bell for the Salvation Army. This is the only time of the year that this charitable organization raises money which is used throughout the year.

A heartfelt thanks goes out to all of those that participated in this community event. For information on future Community Events and volunteer activities, contact your local Volunteer Coordinator.



Several Jacksonville area teammates participated in bell ringing at the Orange Park Mall. Pictured above are Ensign Timothy Kaber (left) and his wife, Lynette (far right).

Holiday activities

- continued from page 4

A joyful Lowcountry Christmas at the Red Bank Club in Charleston

On Dec. 10, 2003, PWC JAX – Charleston Site celebrated an early Christmas by enjoying a wonderful office lunch at the Red Bank Club. The gathering was filled with spirit, camaraderie, and what seemed like an endless supply of door prizes! Noting the great turnout, Cmdr. Manny Bautista (center of picture), public works officer, said, “It’s great to see representatives from all elements of our facilities team - PWC, Weapons Station, and ROICC. By the show of support for this get together, it is clear you recognize how dependent we are on one another for our success as a team. Either that or you really wanted to see me wearing my California Santa Hat!” Lunch was excellent and the conversations were animated. Bautista closed the festivities by comparing the successful facilities team to a successful professional football team. Bautista explains, “If after gaining 200 yards and scoring the winning touchdown, the star running back is able to stand up at the podium and acknowledge his great performance wouldn’t have been possible without help from the defensive team, offensive line, coaches and the water boy, then I would say that that team has achieved the ultimate in team unity, spirit and mutual respect. Take a look around. These are your teammates. And I hope you agree with me when I say that we have a strong team, a strong organization, a strong FAMILY. Let’s continue to acknowledge one another’s contributions to our team’s overall success. Have a happy Christmas!”



**PWC JAX - Charleston Site
Public Works Officer
Cmdr. Manny Bautista (center)
delivers gifts to employees in
Charleston.**

Marine Corps Reserve Toys for Tots drive a success



Employees Dawn Reed (left), travel coordinator, and Frances Brown, mail clerk, donate gifts for Toys for Tots at the PWC JAX Bldg. 902 drop box.

This year, several FTSE employees opened their hearts and donated unwrapped toys for the Marine Corps Reserve Toys for Tots drive. Employees at the PWC JAX - Mayport Site collected four large boxes of toys. Those toys were collected along with toys from several buildings at the PWC JAX - Jacksonville Site and EFA SE to raise an entire pickup truck full of toys that were delivered to the Marines.

Thank you to all who supported this effort. It is the support you provide that ensures many children did not go without gifts for Christmas this year.



Milli Noel, volunteer coordinator for FTSE, receives toy donations from PWC JAX - Mayport Site Public Works Officer Cmdr. Mike Huggins and employees from PWC JAX - Mayport Site. Employees at the Mayport Site donated four large boxes of toys to support the U.S. Marine Corps Reserve Toys for Tots program.

FTSE employee spotlight

If you are interested in being one of the featured employees for the FTSE Employee Spotlight, please send an email to PAO@pwcjax.navy.mil. This column is a great way to show all of our FTSE teammates and clients who we are and what contributions we make as a member of the FTSE Team!

Employee: Jim Santarone

Position: Environmental Engineer

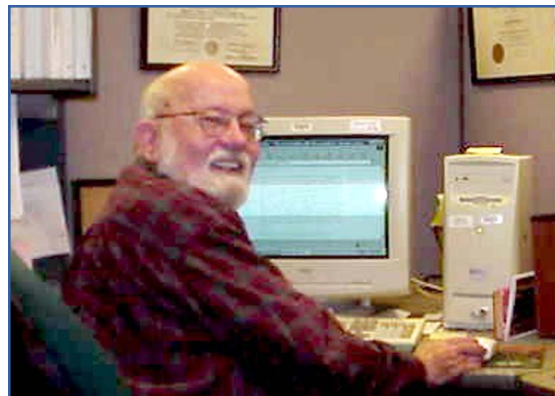
Responsibilities: Naval Station Mayport's Water Programs Manager (drinking, waste and storm water and related permits). Maintain Environmental Project Requirement (EPR) Web-based funding data and documentation for Environmental Division.

Work location: Public Works Mayport, Environmental, N4E3, Bldg. 2021

Professional: Registered Professional Engineer, State of Florida; Member of the Florida Engineering Society; Life member of the American Water Works Association and the Water Environment Federation.

Hobbies/Interest: Traveling and learning with Elderhostel at least twice a year to new places and experiences, e.g., bicycle tour of France and cruise Alaska.

Family: Married with three sons and two granddaughters.



Jim Santarone, environmental engineer, Naval Station Mayport.

Combined Federal Campaign update

The 2003 Combined Federal Campaign (CFC) is complete. FTSE did an exceptional job again this year. The CFC representatives have provided the following final report:

PWC Jacksonville and Mayport sites raised over \$17,706. PWC JAX – Charleston site has completed their campaign raising \$5,828. PWC Pensacola raised \$11,285. EFA SE and the ROICC's raised \$3,340 for this year's campaign. PWC JAX - Panama City Site participated with Navy Support Activity Panama City in raising \$10,049. This makes the total for FTSE \$48,208.

It takes a lot of time to coordinate such a successful event. Without the dedication of the representatives the campaign would not have been such a success. A huge Thank You goes out to the representatives for coordinating the event and to all of the FTSE teammates who participated.

FTSE representatives:

PWC JAX – Jacksonville and Mayport Sites, Chad Johnson

PWC JAX – Charleston Site, Lt. Mary Dickson

PWC JAX – Panama City Site, Gloria Walters

PWC Pensacola, Wayne Boulanger

EFA SE, Lt. j.g. Danny Villafane

Panama City supports visiting ships

By Don Green, Deputy Public Works Officer, PWC JAX - Panama City Site

The Maintenance and Utilities Branch at the Naval Support Activity Panama City (NSAPC) has been staying busy lately supporting visiting ships. Chuck Bethman leads the branch, now part of Navy Public Works Center Jacksonville (PWC JAX) - Panama City Site.

Bethman, the dock master for the installation, and his branch, are also charged with four other areas of responsibility: maintenance of facilities and utilities, on-land Emergency Spill Response, research, development, test and evaluation (RDT&E) support, and construction of customized shipping crates for supply, supporting Naval Surface Warfare Center's RDT&E function.

As the station's dock master, for the past ten years, Bethman works with the NSAPC Fueling Department when ships are set to come in. He coordinates with NSAPC Supply to determine what the incoming ship's requirements are and provides support at the dock.

Visiting ship traffic is on the rise and is expected to increase even more. A recent Mine Warfare exercise brought five ships to NSAPC, keeping the docks busy with over 250 man-hours of effort required. With the closure of Vieques, additional ship traffic is expected in the Gulf, and Panama City may become a desirable liberty port even with its limited draft. "We maintain all utilities on the base and most of the facilities. We are also responsible for on land Emergency Spill Response," Bethman claimed.

As the dock master, my portion of that job is to assign berthing space to all ships that choose to dock here and provide utilities support," Bethman said. "We support RDT&E, any type of projects they may need, such as carpentry work. We do a lot of project work for them. We also handle shipping and crating. We build special shipping containers that require unique specifications-it's like building special cradles to support heavy loads."

The facilities and utility side of the division keeps him and his 18 employees busy year round as they support the NSAPC and all eleven of its tenant commands (including Naval Surface Warfare Center, Naval Diving and Salvage Training Center, Navy Experimental Diving Unit, Naval Special Warfare Det - SEAL Delivery Vehicle Training, and the U.S. Coast Guard Station at Panama City).



Pictured from the left, Chuck Bethman, dock master, and Oliver Bush, electrician, from the Maintenance and Utilities Branch, PWC JAX - Panama City Site.

Employee awards

EFA SE

On-the-Spot Award:

Bruce Price, contract specialist
Barbara Czinder, contract specialist

PWC JAX

VISION Award:

Thomas Hartin, mechanical engineering tech
(See article on page 3.)

Roundtable discussions

The following issues have been addressed through PWC JAX area Roundtable discussions and are available for review on the PWC JAX Intranet site.

Q1: It is hard to communicate with others in FTSE since half of employees are not here on Fridays and many employees never return phone calls. Recommend posting a schedule of who has each Friday off. Employees should leave good voicemail messages and out of office assistant on e-mail when out.

A1: Need to implement a standard policy for recording voice mail messages and out of office e-mail messages. All hands are reminded that professional courtesies are required from everyone.

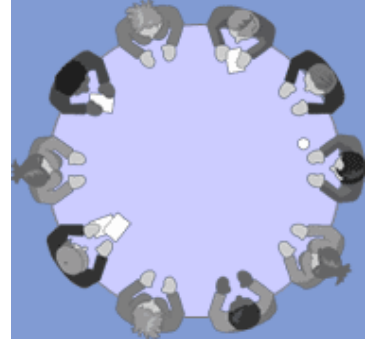
Q2: Very little information can be found in engineering records (vault in Bldg. 27). Many are architectural drawings, not structural drawings.

A2: The Bldg. 27 vault contains thousands of original drawings, which vary in age. Some drawings are

over 50 years old.

Over the years, original drawings may have been checked out numerous times for reference and sometimes may have not been checked back into the vault and were lost. The good

news, however, is that this problem is being eliminated. All existing drawings in the Bldg. 27 vault are being digitized and will be available for CAD work. Also, all designs, over approximately the past ten years, have been done in CAD; therefore, no more missing original drawings.



NAS JAX traffic alert

The Yorktown Gate (Main Gate) at Naval Air Station Jacksonville (NAS JAX) will be under construction from Jan. 19 through June 6. In an effort to reduce traffic congestion traffic pattern change notices will be posted along U.S. Highway 17 on both the north and southbound lanes of traffic near NAS JAX. Travelers and visitors to NAS JAX are encouraged to use caution and adhere to traffic pattern changes during this construction period.

Traffic pattern changes at the Yorktown Gate will occur as follows:

During the weekday morning rush hours (4:00 a.m. through 8:30 a.m.) traffic will be reduced to two inbound lanes and outbound traffic will be detoured to the Commercial Gate. Weekday mid-day hours (8:30 a.m. through 2:30 p.m.) the traffic will be reduced to two-way traffic, one lane in and one lane out. During the weekday afternoon rush hours (2:30 p.m. through 6:00 p.m.) traffic will be reduced to two lanes outbound with the inbound traffic being detoured to the Birmingham Gate (except for access to Bldg. 9 and 13). Traffic during weekday evenings and nights (6:00 p.m. and 4:00 a.m.) and weekends and federal holidays will be two-way, one lane in and one lane out.

FacTS update

Through a series of all hands meetings, the FTSE workforce has been briefed on the FacTS results and has generated a list of action items. At the recent Command Advisory Board meeting, major customers were briefed on FacTS results and FTSE is offering follow up one-on-one customer meetings. Four Level One action items have been identified that will be loaded onto the FacTS website. These Level One items are also included in the Strategic Business Plan. Teams have been formed to address action items and are already making progress towards our goals. Monthly status updates on their progress will be made.

Level One action items are as follows:



Focus Group	Action Item
People	<p>Train the FTSE workforce by building a cohesive and interdependent team that understands its customer requirements and speaks with One Facilities Engineering Voice.</p> <p>Improve Labor and Management Relations of two Unions and four Locals through standardized and streamlined processes.</p>
Innovation	<p>Develop and deploy a Computerized Maintenance Management System (CMMS) MAXIMO and a Geographical Information System (GIS) for Commander, Navy Region Southeast. Encompass Region and all Public Works Offices.</p> <p>Evaluate, develop and use alternative funding sources (leasing, easements, energy contracts, etc.) to improve Navy infrastructure.</p>
Clients	<p>Develop standardized business processes that position FTSE to be the provider of choice for shore installation management products and services.</p>
Operations	<p>Develop a more efficient business model that streamlines delivery of products and services within a hybrid organization such as FTSE.</p> <p>Streamline program management functions (i.e., estimating, design, awaiting award) and increase efficiency and effectiveness.</p>

Teams will be meeting to review and develop strategies to resolve issues identified above. Updated information will be provided to all FTSE teammates in future issues of the newsletter.

For more information, visit the Facilities Team Survey website at <https://factssystem.navfac.navy.mil>.

Achievement medals presented

Lt. j.g. Lauren Jacobson was presented the Navy and Marine Corps Achievement Medal for professional achievement while serving as assistant production officer and Public Works Zone Operations Officer at PWC JAX from Jan. 2002 to Dec. 2003. Her superb leadership, extraordinary drive and infectious “can do” spirit enabled her to achieve remarkable success with every assigned task, greatly Enhancing Warfighter Readiness. Jacobson led completion of regional marketing plans, FY02 and FY03 installation readiness report and critical strategic business plan initiatives for the Command. She spearheaded a myriad of facilities functions for waterfront operations, including the extended ship repair availability for USS John F. Kennedy (CV 67) Battle Group, exceptional ship hotel services and oily waste discharges from USS Ticonderoga (CG 47) with significant savings to the Center’s customers. She expertly coordinated the purchase and installation of over \$1 million of new furniture to support several high profile commands. She also revamped the disaster preparedness organization, developed a new watch bill template and ensured all operating procedures and contingency plans were updated in order to provide better command and control of Public Works resources. Finally, her key role in the Civil Engineer Corps wardroom and active participation with the Employee Benefits Association, client surveys and employee Roundtable Committee significantly contributed to high morale and teamwork throughout the Command. Jacobson’s professionalism and devotion to duty reflected great credit upon herself and were in keeping with the highest traditions of the United States Naval Service.



**Lt. j.g. Lauren Jacobson,
assistant production officer,
PWC JAX.**

Ensign Timothy Kaber serves as the assistant production officer at Navy Public Works Center, Jacksonville where he has displayed exceptional skill, resourcefulness and commitment to excellence by developing a real-time service call management (SCM) system for the Regional Base Operating Support (RBOS) I contract that im-



**Ensign Kaber is presented the Navy and Marine
Corps Achievement Medal by PWC JAX CO Capt.
Charlie Khan**

proved data reliability and reduced billing process time from 30 days to only a few minutes. His daily management and meticulous attention to detail ensured precise fund tracking and accurate cost allocation ensuring adherence to contractual requirements. During the Beta testing period, he corrected significant procedural and data flaws in the old SCM process and prevented a \$500,000 anti-deficiency act violation from occurring. He has received numerous accolades from clients and the RBOS contractor for keeping all key stakeholders apprised of their financial status. As a result of his ingenuity in guiding this initiative, Facilities Team Southeast flawlessly executed over 16,500 service calls valued at \$11.5 million during fiscal year 2003. Kaber’s professionalism, unrelenting perseverance and steadfast devotion to duty reflected great credit upon himself and were in keeping with the highest traditions of the United States Naval Service.

Commendation medal presented

Lt. Anthony Dapp was presented the Navy and Marine Corps Commendation Medal for meritorious service while serving as PWC Pensacola program manager and production control director from Feb. 2002 to Aug. 2003. Dapp expertly and professionally managed water and transportation services for all PWC Pensacola customers. He demonstrated outstanding leadership in implementing a new production control and customer support office, and tracked and scheduled over 184 minor and specific projects valued at over \$25 million. Dapp's drive, commitment, and steadfast devotion to duty reflected great credit upon himself and were in keeping with the highest traditions of the United States Naval Service.



Lt. Anthony Dapp is presented the Navy and Marine Corps Commendation Medal by PWC Pensacola CO Capt. Charles Miller.

2004 Federal Holidays

From Office of Personnel Management

Federal law (5 U.S.C. 6103) establishes the following public holidays for Federal employees. Please note that most Federal employees work on a Monday through Friday schedule. For these employees, when a holiday falls on a nonworkday — Saturday or Sunday — the holiday usually is observed on Monday (if the holiday falls on Sunday) or Friday (if the holiday falls on Saturday).

Thursday, Jan. 1	New Year's Day
Monday, Jan. 19	Birthday, Martin Luther King, Jr.
Monday, Feb. 16*	Washington's Birthday
Monday, May 31	Memorial Day
Monday, July 5**	Independence Day
Monday, Sept. 6	Labor Day
Monday, Oct. 11	Columbus Day
Thursday, Nov. 11	Veterans Day
Thursday, Nov. 25	Thanksgiving Day
Friday, Dec. 24***	Christmas Day
Friday, Dec. 31****	New Year's Day 2005

* *This holiday is designated as "Washington's Birthday" in section 6103(a) of title 5 of the United States Code, which is the law that specifies holidays for Federal employees. Though other institutions such as state and local governments and private businesses may use other names, it is our policy to always refer to holidays by the names designated in the law.*

** *Independence Day, July 4, 2004, falls on Sunday. For most Federal employees, Monday, July 5, 2004, will be treated as a holiday for pay and leave purposes.*

*** *December 25, 2004, (the legal public holiday for Christmas Day) falls on a Saturday. For most Federal employees, Friday, December 24, will be treated as a holiday for pay and leave purposes. (See 5 U.S.C. 6103(b).)*

**** *Friday, December 31, 2004 will be treated as a holiday for most Federal employees since January 1, 2005 falls on a Saturday.*

In memory of...

Condolences are extended to the family and friends of Gilda McLeod who passed away on Nov. 28, 2003, following a brief illness. Gilda provided nearly 30 years of service to the Government and retired in Sept. 2003 as the Reports Clerk for EFA SE. Gilda was devoted to her teammates, and memories of her will be cherished.

Preparing for NMCI cutover

By Steve Straughn, Information Security
Systems Officer, PWC JAX



NMCI Cutover Dates:

Charleston: May 5, 2003
Pensacola: Dec. 16, 2003
Panama City: Jan. 26, 2004
Mayport: Jan. 26, 2004
Jacksonville: Feb. 9, 2004

Space limits (on the network):

- Email: 50 MB. Users can store additional archived e-mail on the hard drive.
- "Home" drive: 700 MB

Links:

- PWC JAX Intranet — : [<https://intranet.pwcjax.navy.mil/intranet/NMCI/nmci_information.htm>>](https://intranet.pwcjax.navy.mil/intranet/NMCI/nmci_information.htm)
- FTSE Newsletter articles: [<http://www.ftse.navy.mil/voice/newsletter.htm>>](http://www.ftse.navy.mil/voice/newsletter.htm)

Checklist:

The following checklist is provided to help the PWC JAX area users prepare for the upcoming NMCI cutover. For additional guidance, please continue working with your department NMCI representatives.

Before cutover:

- READ the Ready/Set/Go and NMCI Migration Tips documentation: This documentation is available for PWC JAX employees at [<https://intranet.pwcjax.navy.mil/intranet/NMCI/nmci_information.htm>](https://intranet.pwcjax.navy.mil/intranet/NMCI/nmci_information.htm). Other FTSE members (EFA SE and ROICCs) should contact their Information Resources Management Department for this information.
- CLEAN-UP emails and files (on your workstation, "home" drive, and shared "common" network drives) that are no longer needed.
- CREATE and move data to MIGDATA\Userid folder per Set guide (see Tip Sheet referenced above).
- PROVIDE a list of Legacy Icons (applications that you use).
- Move favorites, .pst, .pab files to MIGDATA\Userid per Set guide.
- Attend NMCI Operational Readiness Training (TBD - JAX tentative dates are Jan. 2004).
- Ensure that you have a copy of your User Profile Report (which lists your seat items, legacy applications, and legacy peripherals).

For further information PWC JAX employees may contact Marie Dixon, 904-542-5140, ext. 2185, or Steve Straughn, at ext. 2187 (DSN: 942). EFA SE employees should contact their local Information Resources Management Department.

Correction: hotel room card key information

The article, *Important hotel room card key information*, in last month's issue which may have been misleading. Further review on the internet has shown that this appears to have been a rumor prompted after someone got wind of a police case in Southern California where investigators broke up a group of foreign credit card crooks.

Hotels and resorts are increasingly issuing credit card-looking keys to guests instead of traditional metal keys. Going to the credit card key has provided increased security for their guests as metal keys are easily duplicated and most identified the room number of the hotel guest. Key cards do not have any visible indication of what room they open and have a magnetic strip on the back that is programmed with the dates the guest has access to the room.

In any case, when you travel ensure that you are aware of your surroundings and take necessary security precautions to protect your personal information.